

CTTC Executive Committee Meeting  
October 25, 2006  
Ritz Carlton, Marina del Rey

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Commissioner MacRae called the meeting to order at 8:10 a.m. Roll was taken and the following Commissioners were present: Commissioner Bridwell, Koeberer, Lawrance, MacRae, and Westrope. Others present included: Caroline Beteta, Lynn Carpenter, Damon Eberhart, Tracy Garrett, Ed Heidig, Jennifer Jasper, Mike Kvarme, Bob Roberts, Matt Sabbatini, Terri Toohey, and Susan Wilcox.

**Motion by Commissioner Bridwell to approve meeting minutes from October 3, 2006. Second by Commissioner Lawrance. Motion unanimously approved.**

**Executive Director Report**

Executive Director Beteta reported on Sunne Wright McPeak's decision to resign as Secretary of the Business Transportation and Housing Agency and thanked her for all of her support and leadership. She thanked the rental car industry for all their work in securing the tourism funding bill. She reported that the Marketing Committee unanimously approved the \$25 million marketing budget for FY 2006/2007. She reported that the new rental car referendum timeline and resolution is before the Commission for approval.

**Strategic Planning Update**

Mike Kvarme reported on and reviewed the rental car referendum and its timeline. The referendum will be effective January 1, 2007 and the Commission should start receiving funds from the rental car agencies around February 15, 2007. He reported that the Commission is working on having emergency regulations for this new bill set by January 1, 2007. Bob Roberts reported that the Government Affairs Committee will be formally established and will work on the process of language clean-up via a spot bill that will be introduced in January.

**Motion by Commissioner Koeberer to approve placing a spot bill in the legislature and empower Bob Roberts and Commissioner Koeberer to represent the Commission. Second by Commissioner Macrae. Motion unanimously approved.**

**Assessment Program Update**

Terri Toohey reported that the rental car timeline has been approved by staff and is now before the Commission for approval. She reported that the rate the rental car industry will need to pay for this fiscal year is approximately 2.5 cents per dollar or approximately \$1.30 per rental car day.

**Motion by Commissioner MacRae to approve the rental car resolution, timeline and MOU for Commission approval. Second by Commissioner Westrope. Motion unanimously approved.**

**Nominating Committee Update**

Commissioner Lawrance reported that the Nominating committee met the past Monday and the committee is recommending Louis Meunier and Ed Litrenta for the Executive Committee. He also reported that the committee will meet again in December to discuss recommendations to fill the existing vacancies on the Commission.

**Motion by Commissioner Lawrance to adopt the recommendation and bring to the Commission for approval. Second by Commissioner Westrope. Motion unanimously approved.**

Commissioner Lawrance reported that the Nominating Committee has discussed filling some of the empty Commission seats with CVB representative's but have not been able to reach a consensus on the matter and will be discussed further.

### **Legal Update**

None

### **Financial Report**

Commissioner Westrope reported that the CTTC has completed another successful audit and received another unqualified opinion from Moss Adams. She reported that the auditors did not have any reportable condition however there were a few recommendations for the CTTC.

Motion by Commissioner Lawrance to accept the recommendations of the Moss Adams consistent with compliance of the law, as well as to accept the audit. Second by Commissioner Westrope. Motion unanimously approved.

Commissioner Westrope reviewed the financial reports. Error on page 2 was found and it was noted that the last sentence will be removed. Commissioner Westrope reported that the CTTC was over in some line items and these are reviewed. Tracy Garrett reported that staff will be doing a cash flow analysis for this fiscal year and would report to the Executive Committee. It was discussed that the CTTC might need to borrow cash to meet cash-flow demands and Mike Kvarme reported that the CTTC could borrow money from the reserves to cover cash flow issues. He also reported that the Executive Committee has the power to authorize borrowing outside money for this purpose as well.

**Motion by Commissioner Westrope to approve the financials as reviewed. Second by Commissioner Lawrance. Motion unanimously approved.**

**Motion by Commissioner Koeberer to approve the operations budget as reviewed. Second by Commissioner Westrope. Motion unanimously approved.**

### **Other Business**

Executive Director reported that Bill Peterson from AMGEN will be reporting on the upcoming Tour of California at today's Commission meeting.

She reported on the road side rest area presentation that was done before the California Transportation Commission. She reported that we are asking for an additional \$150 million be allocated to upgrade the states failing roadside rest areas. She stated that the Commission was very impressed by the presentation and seemed responsive to the effort.

### **Public Comment**

None

### **Adjournment**

Motion by Commissioner MacRae to adjourn meeting at 10:13am. Second by Commissioner Lawrance. Meeting adjourned.